



REGULAR MEETING OF THE BOARD OF TRUSTEES

RVS EDUCATION CENTRE
2651 CHINOOK WINDS DR. SW

AIRDRIE, AB

ZOOM LINK: <https://rockyview.zoom.us/my/rvsboard>

OCTOBER 31, 2024

10:00 a.m. Regular Board Meeting

AGENDA

1. Call to Order
2. Approval of Agenda
3. In-Camera Session
4. Land Acknowledgement

Chair Gilbert

Rocky View Schools would like to acknowledge the land and recognize all the Indigenous Peoples whose footprints have marked these lands from time immemorial. Together, we can learn and honour the ways of knowing of Indigenous Peoples for all future generations.
5. Motions Arising from In-Camera Session
6. Approval of Minutes
 - a) Regular Board Meeting – October 17, 2024
7. Exemplary Practice/ Student Showcase
 - a) Indigenous Learning Self-Reflection Tool
8. Superintendent's Report
9. Chair's Report/Correspondence
10. Committee Reports
 - a) Board Planning Committee (w/Motion)
11. Trustee Reports
12. Other Business
 - a) Trustee Bowen Notice of Motion from October 17, 2024
That the Board of Trustees directs the Superintendent to provide a class size report to the Board of Trustees by February 13, 2025, detailing class size averages for each grade and school in the 2021-2022, 2022-2023, and 2023-2024 school years.
13. Notice of Motion
14. Adjournment

This unofficial agenda is subject to change and is not *official* until approved at the Board meeting.



EXEMPLARY PRACTICE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Date of Meeting: Oct. 31, 2024

Showcase Name: Indigenous Learning Self-Reflection Tool

Staff: Cindy Stefanato

Project Description

The Indigenous Learning department has created a tool that supports school-based staff and administrators to determine their level of knowledge and comfort with different areas of Indigenous knowledge and understanding. This tool is available to all schools and departments in RVS.

Supported by members of the Indigenous Learning department, staff can use the self-reflection tool at the beginning of the year to inform personal and school-wide goals related to Indigenous learning. Schools can also use the tool at the end of the year as a comparison, to see if their goals were met and how the school has progressed.

This tool supports data collection in a safe and informative way. The data is collected anonymously, and each staff member receives a copy of their responses for reflection and goal setting. Administrators also receive a colour-coded report that shows areas of strength and growth at their school.

This tool supports RVS in creating learning environments that are inclusive of every learner and celebrate diversity, which is one of the desired outcomes of the Education Plan.



SUPERINTENDENT'S REPORT
REGULAR MEETING OF THE BOARD OF TRUSTEES

OCTOBER 31, 2024

AGENDA

- | | ACTION |
|--|---------------|
| 1. Ward Boundary Bylaw | Directive |
| 2. Cochrane Student Accommodation Update | Information |
| 3. Spending Plan | Directive |
| 4. Modular Request Submission | Directive |

A handwritten signature in black ink, appearing to read "Greg Luterbach", with a stylized flourish at the end.

Greg Luterbach
Superintendent of Schools



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: By-Law 2024-01 Amendments to Ward Boundaries

Date of Meeting: October 31, 2024

Background:

In November of 2023, the Board of Trustees passed the following motion:

The Board authorizes a review of RVS' ward boundaries and instructs the Superintendent to retain a consultant and legal advisors, as deemed necessary, to complete the review. Parameters to guide the ward boundary review will be consistent with Policy 29 – Ward Structure with the format and level of public consultation to be determined by the Board Planning Committee. The consultant shall report to the Board findings and recommendations

Early in 2024 RVS retained the services of a consultant, Brian Callaghan, to assist the Board in undertaking a comprehensive review of its ward boundaries. Given the considerable urban growth in the jurisdiction over the past decade, the Board's intent was to achieve "fair representation" and to ensure the rural and urban balance was maintained at its Board table. Various options were developed and discussed, with options (Options A to C) being taken forward for public consultation. Four public meetings were held throughout RVS in the spring of 2024. As well, an online questionnaire was posted on RVS website to seek broad public feedback. The feedback was shared with trustees and the public.

Current Status:

The following motion was made and approved at the October 17, 2024, Board meeting:

#1411-2024 MOTION BY TRUSTEE FIONA GILBERT:

The Board of Trustees approves the proposed Option B as presented in the Ward Boundary Review report.

Chair Fiona Gilbert requested a recorded vote for all Motions regarding the Ward Boundary Review.

CARRIED
In Favour
Fiona Gilbert
Judi Hunter
Shali Baziuk
Todd Brand
Fred Burley



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Opposed
Norma Lang
Shelley Kinley
Melyssa Bowen

As defined by Section 6 of the Board Procedures Regulation, moving forward the Board must give three readings to a by-law for it to pass. Section is provided below outlining the process.

Readings of bylaws

6(1) Every bylaw of a board must have 3 distinct separate readings before the bylaw is passed.

(2) Not more than 2 readings of a bylaw must be given at any one meeting unless the trustees present at the meeting unanimously agree to give the bylaw a 3rd reading.

(3) The first reading of a bylaw must be in full and, if each board member has in the member's possession a written, printed or electronic copy of the bylaw, the 2nd and 3rd readings may be by title and description only.

Recommendations:

First reading (the entire by-law must be read in full from beginning to end before the motion is read):

The Board of Trustees gives first reading to By-law 2024-01 read in full this 31st day of October, 2024.

Second reading:

The Board of Trustees gives second reading to By-law 2024-01 - A By-Law of Rocky View School Division in the Province of Alberta, relating to the number of trustees that sit on the Board and the rearrangement of the electoral wards read in part this 31st day of October, 2024.

Permission to do all three by-law readings on the same day:

The Board of Trustees considers third reading of By-law 2024-01 this 31st day of October 2024.

Third reading (only permitted if the permission to do all three by-law readings on the same day was passed unanimously by all trustees present at the meeting):



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

The Board of Trustees gives third reading to By-law 2024-01 - A By-Law of Rocky View School Division in the Province of Alberta, relating to the number of trustees that sit on the Board and the rearrangement of the electoral wards read in part this 31st day of October, 2024.

BY-LAW NO. 2024-01

OF THE

ROCKY VIEW SCHOOL DIVISION

A By-Law of Rocky View School Division in the Province of Alberta, relating to the number of trustees that sit on the Board and the rearrangement of the electoral wards.

WHEREAS the Board of Trustees of Rocky View School Division (the “Board”) requests the Minister, by Ministerial Order pursuant to Section 76(3) of the *Education Act*, to reaffirm the number of trustees on the Board to be EIGHT (8).

AND WHEREAS the Board requests the Minister, by Ministerial Order pursuant to Section 76(1) of the *Education Act* to rearrange the wards of the School Division as outlined in attached “Schedule A”.

Subject to the Minister completing the Ministerial Order as requested herein and subject to the Minister’s approval of this Bylaw, the Board hereby resolves:

Pursuant to Section 76(3), the number of trustees to be elected for each ward is as follows:

- a. Ward 1 – ONE (1) Trustee
- b. Ward 2 – ONE (1) Trustee
- c. Ward 3 – THREE (3) Trustees
- d. Ward 4 – ONE (1) Trustee
- e. Ward 5 – TWO (2) Trustee

As set out in Section 76(2.2) of the Education Act, this bylaw shall take effect on the date of the next general election for the Board.

READ A FIRST TIME THIS ____ DAY OF _____, 2024.

Chair

Secretary-Treasurer

READ A SECOND TIME THIS ____ DAY OF _____, 2024.

Chair

Secretary-Treasurer

READ A THIRD TIME THIS ____ DAY OF _____, 2024.

Chair

Secretary-Treasurer

SCHEDULE A

The boundaries of the wards referred to in By-Law 2024-01 are described as follows:

- (a) Ward 1 (City of Chestermere) shall be comprised of the following lands:

The lands comprising the City of Chestermere.

- (b) Ward 2 (Crossfield, Irricana, Beiseker, Kathyryn, Langdon, Indus, rural Airdrie, rural Chestermere and surrounding rural lands) shall be comprised of the following lands:

Township 21, Range 27, West of the 4th Meridian

Sections 25 to 27 inclusive; Sections 31 to 36 inclusive; Those portions of Section 22, 23, 24, 28, 29 and 30 lying north of the Bow River.

Township 21, Range 28, West of the 4th Meridian

Those portions of Sections 25, 26, 34, 35, and 36 lying East and North of the Bow River.

Township 22, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 22, Range 28, West of the 4th Meridian

Sections 1 and 2; Sections 9 to 36 inclusive; Those portions of Sections 3, 4, 5, 7 and 8 lying North and East of the Bow River.

Township 22, Range 29, West of the 4th Meridian

Sections 13, 24 and 25; That portion of Section 12 lying North of the Bow River.

Township 23, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive including the Hamlet of Langdon.

Township 23, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 24, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 24, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Chestermere.

Township 25, Range 26, West of the 4th Meridian

Sections 18 and 19; Sections 29 to 32 inclusive.

Township 25, Range 27, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 25, Range 28, West of the 4th Meridian

Sections 1 to 36 inclusive.

Township 26, Range 1, West of the 5th Meridian

Sections 1 to 36 inclusive, excluding any lands located within the City of Airdrie.

Township 26, Range 2, West of the 5th Meridian

Sections 10 to 16 inclusive; Sections 21 to 28 inclusive; Sections 32 to 36 inclusive; Northeast quarter of Section 8; North half of Section 9; East half of Section 17 and 20; North half and Southeast quarter of Section 29; Northeast quarter of Section 30; East half of Section 31.

Township 26, Range 25, West of the 4th Meridian

Sections 26 to 35 inclusive.

Township 26, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 29, West of the 4th Meridian
Section 1 to 4 inclusive; Sections 9-16 inclusive; Section 21 to 28 inclusive; Sections 33 to 36. Excluding any lands located within the City of Airdrie

Township 27, Range 1, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands in Section 13 included in road Plan 4209 E.Z and excluding any lands located within the City of Airdrie.

Township 27, Range 2, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 8 to 17 inclusive; Sections 20 to 29 inclusive; Sections 32 to 36 inclusive; East halves of Sections 6, 7, 18, 19, 30, and 31.

Township 27, Range 25, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive, including the Village of Irricana.

Township 27, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 29, West of the 4th Meridian
Sections 25 and 26; Sections 35 and 36; East half of Section 24; Northeast quarter of Section 13; Fractional Sections 27 and 34.

Township 28, Range 1, West of the 5th Meridian
Sections 1 to 36 inclusive, including the Town of Crossfield.

Township 28, Range 2, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 7 to 36 inclusive, East half of Section 6.

Township 28, Range 3, West of the 5th Meridian
Sections 13 and 14; Sections 23 to 28 inclusive; Sections 33 to 36 inclusive; East halves of Sections 15, 29, and 32; Northeast quarters of Sections 10 and 20; North halves of Sections 11 and 21; North halves and Southeast quarters of Sections 12 and 22.

Township 28, Range 25, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 26, West of the 4th Meridian
Sections 1 to 36 inclusive, including the Village of Beiseker.

Township 28, Range 27, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 28, West of the 4th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 29, West of the 4th Meridian
Sections 1 and 3; Sections 10 to 15 inclusive; Sections 22 to 27 inclusive; Sections 34 to 36 inclusive.

Township 29, Range 1, West of the 5th Meridian
Sections 1 to 15 inclusive.

Township 29, Range 2, West of the 5th Meridian
Sections 1, 2, 11, and 12.

Township 29, Range 28, West of the 4th Meridian
Sections 1 to 8 inclusive; Sections 17 and 18.

Township 29, Range 29, West of the 4th Meridian
Sections 1 and 2; Sections 11 to 14 inclusive; Fractional Sections 3, 10, and 15.

- (c) Ward 3 (City of Airdrie) shall be comprised of the following lands:

The lands comprising the City of Airdrie.

- (d) Ward 4 (Springbank, Bearspaw, Bragg Creek, Westbrook, rural Cochrane and surrounding rural lands) shall be comprised of the following lands:

Township 23, Range 4, West of the 5th Meridian
Portions of Sections 18, 19, 20, 28, 29, 33, and 34 contained within Lots 6, 7, and 8: Plan 57814 CLS not included in the Sarcee Indian Reserve No. 145.

Township 23, Range 5, West of the 5th Meridian
Sections 1 to 4 inclusive; Sections 8 to 36 inclusive.

Township 24, Range 2, West of the 5th Meridian
Sections 5 to 8 inclusive; Sections 17 to 20 inclusive; Sections 29 and 30; Section 31 excluding pre-2007 annexed lands located within the City of Calgary.

Township 24, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 24, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 24, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 25, Range 2, West of the 5th Meridian
Sections 6, 7, 18, 19, 29, 30, 31 and 32 excluding pre-2007 annexed lands located within the City of Calgary.

Township 25, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 25, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands located within the Town of Cochrane.

Township 25, Range 5, West of the 5th Meridian
Sections 1 to 30 inclusive, excluding any lands located within the Stoney Indian Reserve; Southeast quarter of Section 34.

Township 24, Range 6, West of the 5th Meridian
Sections 1, 12, and 13; Sections 24 to 28 inclusive; Sections 33 to 36 inclusive.

Township 25, Range 6, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 9 to 14 inclusive; those portions of Sections 7, 8, 15, 16, 23, and 24 excluding any lands located within the Stoney Indian Reserve.

Township 26, Range 2, West of the 5th Meridian
Sections 4 to 7 inclusive; Sections 18 and 19; West half of Section 31; South half and Northwest quarter of Section 30; Southwest quarter of Section 29; West halves of Sections 17 and 20; South half and Northwest quarter of Section 8; South half of Section 9.

Township 26, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 26, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive, excluding any lands located within the Town of Cochrane or the Stoney Indian Reserve.

Township 26, Range 5, West of the 5th Meridian
Sections 13 to 36 inclusive, excluding any lands located within the Stoney Indian Reserve; Northeast quarter of Section 8.

Township 26, Range 6, West of the 5th Meridian
Sections 4 to 36 inclusive excluding any lands located within the Stoney Indian Reserve.

Township 26, Range 7, West of the 5th Meridian
Sections 1 to 36 inclusive excluding any lands located within the Stoney Indian Reserve.

Township 27, Range 2, West of the 5th Meridian
West halves of Sections 6, 7, 18, 19, 30, and 31.

Township 27, Range 3, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 27, Range 6, West of the 5th Meridian
Sections 1 to 12 inclusive; Sections 17 and 18.

Township 27, Range 7, West of the 5th Meridian
Sections 1 to 5 inclusive; Sections 8 to 12 inclusive.

Township 28, Range 2, West of the 5th Meridian
West half of Section 6.

Township 28, Range 3, West of the 5th Meridian
Sections 1 to 9 inclusive; Sections 16 to 19 inclusive; Sections 30 and 31; West halves of Sections 15, 29, and 32; South halves and Northwest quarters of Sections 10 and 20; South halves of Sections 11 and 21; Southwest quarters of Sections 12 and 22.

Township 28, Range 4, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 5, West of the 5th Meridian
Sections 1 to 36 inclusive.

Township 28, Range 6, West of the 5th Meridian
Sections 1 to 30 inclusive.

(e) Ward 5 (Town of Cochrane) shall be comprised of the following lands:

The lands comprising the Town of Cochrane.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: Cochrane Student Accommodation Update

Date of Meeting: October 31, 2024

Background:

Due to growing enrolments, delayed start to the expansion of Bow Valley High School and limited provincially funded new student spaces to accommodate students in Cochrane, a staff working group was formed to investigate the current situation and develop options for the better accommodation of student spaces until the new school in Cochrane opens.

The working group completed their review and the preliminary solutions were presented to the Board for information in June. Since the formation of the working group and the preliminary presentation to the Board, there have been some developments on the new school funding and modular classroom allocation for our division. Construction funding was approved for a K - 8 school in Rivercrest, six modular units are being added to Fireside School, and two modulares for Cochrane Christian Academy.

The recommendation put forward to the Board was mostly status quo with the need to consider designation of Southbow Landing to a school other than Fireside School until the new school in Rivercrest opens. This solution relies on adding more modular units to increase the capacity of over utilized schools.

Current Status:

Given the strong advocacy on Space for Students in Cochrane and the Board and RVS Administration's commitment to communication and engagement with our communities, it is important to provide the Cochrane community, RVS staff, the Town of Cochrane and the Provincial Government with an update on plans to accommodate the growing enrolment in Cochrane schools.

A parent letter will be sent to families to communicate the plans for Cochrane student spaces. In the letter it will highlight:

- Growth in the town.
- The provincial Budget 2024 included funding for a new Kindergarten to Grade 8 school in Rivercrest, anticipated to open in fall 2028.
- The Board's ongoing requests and advocacy for government funding for new and relocated modular classrooms. Over the summer, the government approved 12 new modular classrooms and funding to relocate 12 existing modulares across RVS. Of these Cochrane will receive six new modulares at Fireside School and two modulares at Cochrane Christian Academy.
- An update on the Bow Valley High School expansion and modernization project.
- The Board's commitment to continue to work with the Town of Cochrane to ensure suitable school sites are ready in a timely manner so the provincial government can consider approval of even more much-needed schools for the community.

INFORMATION ITEM



TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

- The Board is maintaining the current boundaries and grade configurations for schools in Cochrane at this time.
- RVS will soon need to designate the new Southbow Landing community to a school in Cochrane likely by spring or fall of 2025.
- The importance of balancing student spaces in Cochrane as new schools open and capacity is added in the form of temporary modular classrooms. A larger student accommodation review will likely be necessary in early 2027 to determine the areas that will attend the new school in the Rivercrest community and to ensure RVS meets the needs of this growing community effectively.
- An additional high school for Cochrane remains a priority for RVS in the capital plan. RVS has secured the necessary land for the next high school north of Heritage Hills and off Horse Creek Road but cannot advance the project until the Town of Cochrane completes the required servicing of the site.
- More information about Cochrane student spaces is available on RVSEngage.
- This information will be discussed at school council meetings and through other opportunities to connect with families throughout the year.

Recommendation:

The Board of Trustees acknowledges receipt of the Cochrane Student Accommodation Update as information.



DIRECTIVE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: Spending Plan

Date of Meeting: October 31, 2024

Background:

Considering Alberta Education’s additional allocation of funding to RVS in July 2024, RVS’ executive team met in September to discuss potential uses for the new funds. These ideas were brought forward to the Budget Committee then the Board Planning Committee.

Our budget was based on a projected enrolment of 29,350 students. We are still finalizing what our funded enrolment count will be, but it is likely to be about 150 Alberta Education funded students less than projected. This will mean that we will have a clawback/adjustment of funding when they announce the 25/26 allocation. This should be considered when determining the spending plan for the new funds.

Based on preliminary September 30th data, our English as an Additional Language and Refugee grants will be much higher than initially budgeted. Those funds are typically allocated directly for the purpose they were received. Base instruction and Supplemental enrolment grants will be less due to not meeting projection.

With the preliminary enrolment numbers, anticipated revenue changes are now:

	July 2024	Oct 2024	Net Change from Spring 2024
Base instruction	\$2,025,313	-\$256,000	\$1,769,313
Supplemental Enrolment	\$1,449,000	-\$534,000	\$915,000
Specialized grants	\$489,192	-\$45,000	\$444,192
Indigenous grants	\$41,422	+\$337	\$41,759
EAL/Refugee	\$46,198	+\$510,171	\$556,368
Net			\$3,726,632

Most of the changes made in July were actual changes to the per student grant amounts. This is beneficial as it should be ongoing, sustainable funding increase. Supplemental enrolment grant should be treated as one-time.

All these grants fall in the Instruction bucket. No additional funding was provided in System Administration, Operation and Maintenance or Transportation buckets.

Current Status:

We have staffed schools within the teacher staffing we budgeted for in the spring. Given we did not reach the projected enrolment, no additional classroom teachers are being requested in this spending proposal. When we considered adding more teachers, we are facing a significant challenge about having space to add more teachers. At our high schools, most do not have space



DIRECTIVE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

to even add more sections of classes. Also, significant additional of homeroom teachers will exacerbate teacher shortages.

BASS furniture, resources, technology for schools \$500,000

We are proposing spending \$500,000 for resources for school resulting from the Balancing Airdrie Student Spaces decision. Purchasing some resources for the schools receiving grade 9's or those with grade changes would be helpful. Included in this item are: \$185,000 for furniture; \$70,000 for texts, novels and manipulatives; \$10,000 for Learning Commons resources; \$25,000 for French Immersion resources; \$180,000 for Chromebooks for these schools; \$20,000 for career and technology studies (CTS) / career and technology foundations (CTF) equipment; and \$10,000 for lockers/boot racks. All \$500,000 would be spent and provided to schools impacted by grade changes. This request is a one-time cost and connects to the Board's strategic priorities of improving our students' learning and bolstering our infrastructure.

IT Data Centre Redundancy Improvements \$182,000

Over the summer we suffered a complete failure at our data centre at the Education Centre resulting in no one being able to access our IT systems. While we had redundancy in almost all the critical infrastructure, we still had a single point of failure on one device. The request is to spend \$182,000 to buy a second core router and create full redundancy for our main IT infrastructure. We would put the redundant equipment at a different data centre outside of the Education Centre to provide additional resiliency. This request is a one-time cost and connects to the Board's strategic priority of bolstering our infrastructure.

Student Transition Support \$100,000

We are struggling to help transition several students with complex needs into our schools when they first come to us. We have a team of two individuals, but they cannot keep up with demand. For 2024/25, we are requesting one additional positive behaviour coach and student support worker to help schools with these transitions. This is a request for \$100,000 and is a one-time cost for 2024/25. If the Learning Supports department determines they need this enhanced service beyond 24/25, then they will need to build it into their sustainable budget from the SLS grants. This request is connected to the Board's strategic priority of improving our students' learning. These individuals will be working in schools.

EAL/Refugee and Indigenous Branch Grants \$556,368 and \$41,422

Allocate the increased grants to stemming from identification of specific students our English as an Additional Language/Refugee (\$556,368) and Indigenous Learning (\$41,422). All these new funds will go directly to schools. This is ongoing funding and connects to the Board's strategic priority of improving our students' learning.



DIRECTIVE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Literacy Intervention Support \$672,000

Our literacy results demonstrate that additional supports are required to try and address early literacy results and help students onto a path of improved literacy skills. Delivery of additional intervention support to be considered while attempting to minimize disruption. This one-time request will cost \$672,000 is connected to the Board's strategic priority of improving our students' learning. It could serve as a model in future years to help with both literacy and numeracy. These individuals will be working in schools.

Changes to Support Employees Terms of Employment \$1,355,000

The Board is considering some changes to the Support Employees Terms of Employment effective December 2, 2024. The cost for these changes would total \$1,355,000 and could be sustainably funded by the increased instruction grants. This proposed spend can be directly tied to the Board's strategic plan and the priority strengthening our workforce.

At the October 10, 2024, Budget Committee these items were discussed and received general support from the Committee:

The Budget Committee recommends the proposed spending plan as amended and directs administration to bring forward for the Board's consideration.

Carried

This spending plan leaves about \$320,000 unallocated and would be designated as an instruction contingency.

Alternatives:

Alternative I:

The Board approves the proposed spending plan, as presented, and directs administration to embed into a fall budget update.

Alternative II:

The Board approves the proposed spending plan, as amended, and directs administration to embed into a fall budget update.

Alternative III:

The Board Planning Committee refers proposed spending plan to the Budget Committee for further review.

Alternative IV:

The Board Planning Committee refers proposed spending plan to Administration for further review.



DIRECTIVE

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Recommendation:

The Board approves the proposed spending plan, as presented, and directs administration to embed into a fall budget update.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Item: 2025 Modular Classroom Planning Discussion

Date of Meeting: October 31, 2024

Background:

Through Alberta Education's Annual Modular Classroom Program, provincial funding is provided for adding or relocating existing modular classrooms to ease enrolment pressures in communities where school jurisdictions are seeing high enrolment growth.

Alberta Education requires school districts to review their accommodation needs to determine the demand for additional modular classrooms. The submission for modular classrooms is expected to be submitted to Alberta Education for their consideration by November 1, 2024.

Rocky View Schools typically receives a letter from Alberta Education regarding the approval of requested modular units within four months of the request.

Over the course of this past year, RVS has received five modular units as part of Alberta Infrastructure's Modular Relocation Program in November 2023, nine new modular units and one modular washroom unit relocation in March 2024, as well as twelve new modular units and twelve modular relocations in June 2024.

Current Status:

Though enrolment at RVS has not been at levels seen in previous years, the need for modular units continues. This year, the need remains to distribute additional units throughout the division to accommodate continued growth.

The following are schools requiring additional modular units, or the evergreening process to replace aging modular units, for the 2025-26 school year. In addition to new or relocated requests, the Government of Alberta also provides the ability to submit requests for modular units that have, or are expected to, reach(ed) their life-expectancy.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

Table 1:

Priority	School	Municipality	Modular Classroom Request	2024	2025	2026
1.	Ralph McCall	Airdrie	2 new classroom units	76%	98%	104%
					91%	97%
2.	Nose Creek	Airdrie	4 new classroom units	95%	108%	110%
					93%	95%
3.	Rainbow Creek	Chestermere	4 new classroom units, 1 washroom unit relocation	75%	95%	101%
					83%	89%
4.	Manachaban	Cochrane	3 new classroom units	93%	99%	101%
					87%	89%
5.	Prairie Waters	Chestermere	2 new classroom units	88%	92%	91%
					85%	85%
6.	Ecole Edwards	Airdrie	2 new classroom units	77%	98%	100%
					93%	94%
7.	Crossfield Elementary	Crossfield	4 replacement classroom units, 2 new classroom units	77%	89%	94%
					78%	82%
8.	Cochrane Christian Academy	Cochrane	4 replacement classroom units	124%	104%	104%
Total new modular classrooms requested			27 new modular classrooms + 1 washroom unit relocation			

1. Ralph McCall receiving two additional modular units raises overall capacity from 718 to 768. Projected enrolment for the school is 754 students in 2025 and 803 students in 2026.

2. Nose Creek receiving four additional modular units raises overall capacity from 616 to 716. Projected enrolment for the school is 720 students in 2025 and 732 students in 2026.

3. Rainbow Creek receiving four additional modular units raises overall capacity from 731 to 831. Projected enrolment for the school is 732 students in 2025 and 791 students in 2026. Rainbow Creek currently has two main washroom facilities on the northwest and southwest portions of the school. The relocation of a washroom unit, currently being stored at Indus School on the grounds, would assist in serving the needs of students occupying a total proposed 12 modular classrooms located on the northeast wing of the facility. The new modular washroom unit will have 6 washroom cubicles of each gender adding to the 28 existing cubicles within the facility.

4. Manachaban receiving three additional modular units raises overall capacity from 560 to 635. Projected enrolment for the school is 555 students in 2025 and 566 students in 2026.

5. Prairie Waters receiving two additional modular units raises overall capacity from 624 to 674. Projected enrolment for the school is 607 students in 2025 and 609 students in 2026.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE SUPERINTENDENT OF SCHOOLS

6. Ecole Edwards receiving two additional modular units raises overall capacity from 807 to 857. Projected enrolment for the school is 794 students in 2025 and 802 students in 2026.

7. Crossfield Elementary School has four units that were manufactured in 1981. The existing foundation is also in need of repair. Of the schools assessed, Crossfield was determined to be of greatest need for replacement units. Along with two additional modular units, the overall capacity will raise from 367 to 417. Projected enrolment for the school is 356 students in 2025 and 370 students in 2026.

8. Cochrane Christian Academy has four units that were constructed in 1991 by the Calgary Catholic Board of Education. Following Crossfield, CCA was determined to have modular units that are of the second greatest need of replacement. When CCA was renovated by RVS, the existing modular unit link, modular unit roofing, and modular unit siding was not replaced or painted within the construction budget.

Additional Information:

Considering RVS' three most populated municipalities within the division, there is capacity for thirty (30) additional modular units throughout following this request and subsequent approval.

Airdrie:

George McDougall High School – Three (3), Ecole Airdrie Middle School – Eight (8), Ecole Edwards – Four (4), Coopers Crossing – Two (2)

Cochrane:

Elizabeth Barrett School – Four (4), RancheView School – One (1), Mitford School – Two (2)

Chestermere:

Chestermere High School – Six (6)

Alternatives:

Alternative I:

The Board of Trustees approves the submission to the province for twenty-seven (27) new modular classrooms, plus one (1) washroom unit relocation, in priority as outlined in the Table 1.

Alternative II:

The Board of Trustees approves the submission to the province for twenty-seven (27) new modular classrooms, plus one (1) washroom unit relocation, in a different priority than outline in the Table 1.

Alternative III:

The Board of Trustees refers the matter back to the Planning Committee for further discussion.

Recommendation:

The Board of Trustees approves the submission to the province for twenty-seven (27) new modular classrooms, plus one (1) washroom unit relocation, in priority as outlined in the Table 1.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

Item: Ad Hoc Superintendent Search Committee

Date of Meeting: October 31, 2024

Background:

Superintendent Luterbach has shared with the Board his intention to retire at the end of the 2024/2025 school year. This announcement has triggered the need for the Board of Trustees to recruit a new Superintendent of Schools for Rocky View Schools.

In alignment with the Education Act, Board Policy 2 – Role of the Board, states that it is the Board’s responsibility to select the Superintendent and approve their contract.

Current Status:

The task of recruiting the Superintendent is a key responsibility of the Board. As the sole employee of the Board, the Superintendent reports directly to the corporate Board and is accountable to the Board of Trustees for the conduct and operation of the Division. As the Chief Executive Officer of the Board and the Chief Education Officer of the Division, all Board authority delegated to the staff of the Division is delegated through the Superintendent.

The Board Planning Committee (BPC) met on October 24, 2024, and discussed the task, various approaches, potential frameworks, preferred timeline and scope of a Superintendent search.

The recommendation of BPC is to engage an external consultant and strike up an ad hoc committee with all trustees as members to assist with the search process for a new Superintendent. Given the nature and scope of the discussions, the recommendation contemplates a committee-of-the-whole style working independently from the Board and the BPC with the support of the consultant to lead the work and provide guidance, expertise and advice.

It is proposed that the Committee complete the tasks of engaging a consultant, posting, interviewing, selecting, and negotiating the contract, and with the authority to make a recommendation to the Board of the preferred candidate. The Associate Superintendent of Business and Operations, acting in their role as Secretary-Treasurer to the Board, would provide administrative support to the Committee as needed. The Board of Trustees retains the authority to make the final decision.

The proposed Terms of Reference for the Ad Hoc Superintendent Search Committee is included below.

Alternatives:

Alternative I

The Board of Trustees approves the proposed Terms of Reference for an Ad Hoc Superintendent Search Committee as presented.



DIRECTIVE FOR ACTION

TO: THE BOARD OF TRUSTEES

FROM: THE BOARD PLANNING COMMITTEE

Alternative II

The Board of Trustees approves the proposed Terms of Reference for an Ad Hoc Superintendent Search Committee as amended.

Alternative III

The Board of Trustees directs the Board Planning Committee to determine a different course of action.

Recommendation:

The Board of Trustees approves the proposed Terms of Reference for an Ad Hoc Superintendent Search Committee as presented.



Ad Hoc Superintendent Search Committee

Terms of Reference

Purpose:

To assist the Board in fulfilling their responsibility of selecting the new Superintendent of Schools.

Membership:

- a) All Trustees, with Board Chair to serve as Committee Chair
- b) Associate Superintendent of Business and Operations/Secretary Treasurer as required
- c) Consultant

Areas of Focus:

Areas of focus include:

- a) Create ideal candidate profile taking into consideration input from stakeholders
- b) Engage with consultant who will lead and guide the work
- c) Keep staff and community informed as appropriate

Authority:

The Committee is delegated the authority to:

- a) Develop framework, process, and timeline for Superintendent search
- b) Work with consultant to implement the search process
- c) Shortlist and interview candidates
- d) Negotiate contract in alignment with Superintendent of Schools regulation
- e) Recommend one preferred candidate to the Board

Meetings:

As required and called by the Committee Chair.

Summary:

Given the nature of the work, meeting summaries will not be provided. The results of the committee's work will be presented in the form of a recommendation to the Board for a qualified and suitable candidate.

Remuneration of Trustees:

As per Board Policy 27 – Trustee Compensation and Development.

Budget:

To be established during the Board's annual budget process.